

**BAC Resolution No.** PROC-BCR-2023-12-157  
**Date** 12/19/2023  
**Name of Project** **SUPPLY AND DELIVERY OF CHRISTMAS GIVEAWAYS FOR SMWD EMPLOYEES AND OUTSOURCE PERSONNEL**

**BAC RESOLUTION RECOMMENDING AWARD OF CONTRACT FOR THE ABOVE STATED PROJECT**

WHEREAS, The Purchase/Work Request (PR/WR) was received by the procurement with the following details:

PR /WR Nos.	A-2023-11-011
Division/Section	ADMINISTRATIVE DIVISION
Purpose	To provide Christmas giveaways to SMWD employees and outsource personnel
Total ABC	₱299,000.00

WHEREAS, the project was included in the Annual Procurement Plan for the fiscal year 2023. The total Approved Budget for the Contract (ABC) stated above to be procured pursuant to the 2016 Revised Implementing Rules and Regulations (IRR) of Republic ACT (RA) 9184

Mode Of Procurement	SMALL VALUE PROCUREMENT
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WHEREAS, The Purchase/Work Requests (PR/WR) was approved by the Head of the Procuring Entity (HOPE) and the procurement activity thereby started;

WHEREAS, the Request for Quotation (RFQ) was published in the Philgeps and in the website of the Procuring Entity as stated in RA 9184.

Ads/ Posting Date	12/13/2023
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WHEREAS, the suppliers of known qualifications have responded and submitted the quotations. All quotations were considered and verified if in compliance with specifications and have submitted the documentary requirements needed.

Abstract of Quotation No.	A2023-280
Date	12/19/2023

NOW, THEREFORE, with the foregoing findings, we the members of the BAC, hereby RESOLVED, as it is hereby RESOLVED, to recommend to the Head of Procuring Entity (HOPE) the award of the project with the following details as the,

**Compliant and responsive to the terms and requirements of the agency**

Supplier	<b>REBY'S STORE</b>
Contract Cost	₱295,052.00
Payment Terms	7 DAYS UPON RECEIPT OF THE ITEMS

RESOLVED FINALLY, at the Santa Maria Water District's Office, Santa Maria, Bulacan this 19th day of December Year 2023

Sgd.

Maria Leonora S. Romarate  
BAC - Chairperson

Sgd.

Atty. Joshua Bautista  
BAC Member - Legal

Sgd.

Jasmin L. Jose  
BAC End-User

Sgd.

Mary Diana S. Dela Cruz  
BAC Member - Financial

Sgd.

Engr. Edgardo E. dela Torre, Jr.  
BAC Member - Technical

Approved by:

Sgd.

Engr. Carlos N. Santos Jr.  
General Manager



# Santa Maria

WATER DISTRICT

## NOTICE OF AWARD

NOA-2023-12-119

December 19, 2023

Maria Reby DR. San Luis  
Proprietor  
REBY'S STORE  
De Jesus St. Brgy. Poblacion Santa Maria Bulacan

### SUPPLY AND DELIVERY OF CHRISTMAS GIVEAWAYS FOR SMWD EMPLOYEES & OUTSOURCE PERSC

PR/WR: A-2023-11-011, A-2023-11-013

We are happy to inform you that the project stated above is hereby awarded in favor of your company with the following details:

**BAC Resolution No.** : PROC-BCR-2023-12-157  
**Contract Cost** : ₱295,052.00  
**Amount in Words** : Two Hundred Ninety Five Thousand Fifty Two Pesos  
**Purchase/Work Order No.** : B202312-0303  
**Date Issued** : 12/19/2023

You are to sign or confirm this Notice of Award and to deliver the goods/services or implement the project based on the schedule of delivery/implementation stated in the Purchase/Work Order. The Procuring Entity shall be notified within two (2) days prior to delivery or implementation.

Very truly yours,

Sgd.  
**ENGR. CARLOS N. SANTOS, JR.**  
*General Manager*

**Conforme:**

Printed Name: Reby San Luis  
Signature: Sgd.  
Date : \_\_\_\_\_



**Santa Maria**  
WATER DISTRICT

**NOTICE TO PROCEED**

NTP-2023-12-116

December 28, 2023

Maria Reby DR. San Luis  
Proprietor  
REBY'S STORE  
De Jesus St. Brgy. Poblacion Santa Maria Bulacan

This is to inform you that Purchase/Work Order stated below has been approved. You may now proceed with the implementation of the project effective upon the receipt of this notice.

**Project Name** : SUPPLY AND DELIVERY OF CHRISTMAS GIVEAWAYS FOR SMWD EMPLOYEES & OUTSOURCE PERSONNEL  
**Purchase/Work Order No.** : B202312-0303  
**Date Approved** : 12/21/2023  
**Contract Cost** : ₱295,052.00  
**Amount in Words** : Two Hundred Ninety Five Thousand Fifty Two Pesos

Very truly yours,

Sgd.  
**ENGR. CARLOS N. SANTOS, JR.**  
*General Manager*

**I acknowledge receipt of this Notice on:**

Printed Name: Reby San Luis  
Signature: Sgd.  
Date: \_\_\_\_\_



**Santa Maria**  
WATER DISTRICT

**PROCUREMENT**  
**PRIORITY**

12/19/23

Page 1 of 1

**PURCHASE ORDER**

<b>Supplier:</b> REBY'S STORE	<b>P.O. No.:</b> B202312-0303
<b>Address:</b> De Jesus St. Brgy. Poblacion Santa Maria Bulacan	<b>Date:</b> 12/19/2023
<b>TIN:</b> 249-997-000 <input checked="" type="checkbox"/> VAT <input type="checkbox"/> NON-VAT	<b>P.R. No.:</b> A-2023-11-011, A-2023-11-013
<b>Philgeps Ref. No.:</b> 10417004	<b>Date:</b> 11/08/23, 11/09/23
<b>Mode of Procurement:</b> Negotiated Procurement - Small Value Procurement	<b>AOQ No.:</b> A2023-280
	<b>Date:</b> 12/19/2023

**Gentlemen:** Please furnish this Office the following articles subject to the terms and conditions contained herein:

<b>Place of Delivery:</b> GS Farmacia Emilia Dulong Bayan, Sta. Maria, Bulacan	<b>Delivery Term:</b> 7 days upon receipt of P.O
<b>Date of Delivery:</b>	<b>Payment Term:</b> 7 Days
<b>Warranty:</b>	<b>Form of Payment:</b> Check Payment

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
A-OSGA	PC	GIVEAWAYS BASKET	186.0	1,487.00	276,582.00
A-OSGA1	PC	GIVEAWAYS - BASKET	20.0	923.50	18,470.00
		*** NOTHING FOLLOWS ***			

**(Total Amount in Words)** Two Hundred Ninety Five Thousand Fifty Two Pesos Only P 295,052.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on undelivered item/s.

**Conforme:**

Sgd.  
Reby San Luis  
Signature over Printed Name of Supplier

Very truly yours,  
Sgd.  
ENGR. CARLOS N. SANTOS JR.  
General Manager

Date: Sgd. Date: 12/19/23

<b>Fund Cluster :</b> Jovita I. Dalmacio	<b>ORS/BURS No. :</b> 23-12-0322
<b>Funds Available :</b> Department Manager B	<b>Date of the ORS/BURS:</b> 12/20/2023
	<b>Amount :</b> ₱ 295,052.00